

Construction & Remodel Guidelines

All food establishment plans should include the following information:

1. Show the location and elevated drawings of all food equipment. Each piece of equipment must be clearly labeled on the plan. Submit the drawings of self-service hot and cold holding units with sneeze guards. All equipment shall be designed and constructed to be durable and meet the American National Standard Institute (ANSI) accredited certification program.
2. Identify all food preparation areas, and indicate whether they will be used for raw foods and/or ready to eat foods.
3. Designate clearly on the plan equipment for adequate rapid cooling and short term/long term storage (e.g. refrigeration, freezers, blast chillers, ice baths, etc.) and for hot-holding (e.g. warmers, steam tables, etc.) of potentially hazardous foods. All units shall meet all applicable NSF/ANSI standards. Thermometers must work and be placed in a conspicuous location acceptable to the Sanitarian.
4. Label and identify areas used for dry storage. The space should be adequate for dry storage.
5. Label all restroom and toilet fixtures. Restrooms to have toilets properly constructed and vented. All surfaces to be smooth and easily cleanable, impact resistant, non-absorbent and light in color. Doors to be self-closing.
6. Identify all handwashing sinks in the food preparation area, dishwashing area and the restroom. Handwashing sinks shall have water provided from a combination or premixing faucet which supplies warm water (at least 100 Fahrenheit) for a minimum of 15 seconds while both hands are washing.
7. Identify areas where dirty equipment will be stored prior to washing and where clean and dry equipment and utensils will be stored.
8. Identify the dishwashing area. If manual dishwashing, identify the location and size of the three compartment sink and label as wash, rinse and sanitize. Sinks must be stainless steel large enough to submerge largest piece of equipment in food preparation.
9. If automatic dishwashing, may be hot water (water temperature 180 F, all utensils must reach 160 F) or chemical sanitization. Identify areas for pre-scraping, pre-flushing, or pre-soaking. Identify areas for drying clean equipment and utensils.

10. A food preparation sink may be required subject to the extent of food preparation. It must drain through an air gap into a floor sink.
11. A three compartment bar sink with two integral metal drainboards shall be provided in bars. A single compartment dump sink is generally installed in alcoholic beverage bars for emptying the contents of used pitchers and glasses.
12. An ice machine located within the food service or preparation area must have an approved ceiling and correctly plumbed to the floor. Liquid waste drain lines may not pass through an ice machine or ice storage bin. Equipment must provide a 1" air gap in the drain line to the floor drain to prevent backflow into the ice bin.
13. The area in which food is prepared, processed or packaged, or in which utensils are cleaned, must have sufficient natural light or artificial lighting to the following light intensity:
 - 1) 10 foot candles at a distance of 30" above the floor in walk-in-refrigeration units and dry food storage areas;
 - 2) 20 foot candles where food is provided for consumer self-service; where fresh produce or prepackaged foods are sold or offered for consumption; inside equipment such as reach-in and under-counter refrigerators; handwashing areas, equipment and utensils storage areas; and in toilet rooms; and
 - 3) At least 50 foot candles at a surface where a food employee is working with food or working with utensils or equipment such as knives, slicers, grinders, or saws where food safety is a factor.
14. Ventilation shall be provided to remove toxic gases, odor, heat, grease or smoke from the food facility including: food preparation, scullery, toilet and janitorial. All areas of the food facility shall have sufficient ventilation to facilitate proper food storage and provide reasonable condition of comfort for each employee.
15. A food facility shall at all times be constructed, equipped, maintained, and operated to prevent the entrance and harborage of animals, birds and vermin, including, but not limited to rodents and insects. All exterior doors, drive through windows and outer openings must be self-closing and tight fitting. No gaps or incomplete closings allowed.
16. The floor surfaces in a food establishment (except in sales and dining areas) shall be smooth, easily cleanable and made of a non-absorbent material. Approved anti-slip floor finishes or materials are only acceptable in areas where necessary for safety reasons, such as traffic areas. No pipes or conduits exposed on floor.

17. Walls and ceilings to be in good repair and constructed of smooth, easily cleanable and non-absorbent materials in all work areas and restrooms. Walls and ceilings to be light in color in the food prep area.
18. A grease trap shall not be located in a food or utensil handling area unless specifically approved by the City and shall be easily accessible for cleaning, operation, and maintenance. Contact the Permits & Inspections Department to determine the correct grease trap size for installation.
19. A mop sink is used for general cleaning purposes and for the disposal of mop bucket wastes and other liquid wastes. A one compartment non-porous janitorial sink must be installed (a slab, basin or curbed cleaning facility constructed of concrete or equivalent material, and sloped to drain).

For additional information, or if you have any questions regarding this information, please contact the Planning & Environmental Services Department at 281-275-2170.